

State of Nevada
Department of Business and Industry
Nevada Transportation Authority

Application for a Sale and Transfer of a Certificate to Operate Tow Car
filed pursuant to NAC 706.1376

Applicant's Certificate is for the following authority:(Check One)

- ☐ **Consent Tows**
- ☐ **Non Consent Tows**
- ☐ **Both**

In the matter of the application of _____

dba _____

for authority to sell and transfer; and _____

dba _____

to purchase and acquire Certificate or Permit number _____.

Attached and labeled with tabs hereto; exhibits that include all of the information required in accordance with NAC 706.1376(2) (a through m)

Wherefore, Applicant requests the Nevada Transportation Authority enter its order granting the Certificate or Permit prayed for.

Dated at _____ Nevada, this _____ day of _____ 20 ____.

x	x
Attorney's signature (if any)	Applicant's signature
Attorney's printed name	Applicant's printed name
Attorney's address	Applicant's mailing address
Attorney's address cont.	Applicant's address cont.
Attorney's phone number	Applicant's phone number
Attorney's facsimile number	Applicant's facsimile number
Attorney's email address	Applicant's email address

Filing Instructions:

Included in this application packet is a checklist of attachments and exhibits to help you put together a complete application. You must follow the checklist provided and place attachments and exhibits in the order listed on the checklist. Please make certain your application is complete and accurate. Incomplete applications or those with illegible text may be rejected.

PLEASE NOTE THAT TO COMPLETE THE APPLICATION EXHIBITS YOU MUST REFER TO NAC 706.

The exhibits are labeled (a) through (m) to correspond with NAC 706.1376(2) (a through m). Your application cannot be completed without referring to NAC Chapter 706.1376 (2) (a through m) for detailed explanations and instructions for each corresponding exhibit.

Do not enclose original or copies within folders, ring binders, or other binding devices. The preferred format for submitting the application is use of a single staple or binder clip on each of the 10 documents. However, personal financial information that includes social security numbers, account numbers, etc., may be submitted with the application in a separate envelope containing an original and nine copies, to ensure confidentiality.

- Be certain to insert labeled tabs between exhibits.
- If an exhibit does not apply to you, insert a page explaining that the exhibit is not applicable.
- Check off the items on the checklist as you assemble them.

To file the completed application, submit the original application plus 9 copies (total of 10) along with the required filing fee and estimated publication costs to:

Nevada Transportation Authority
2290 South Jones Boulevard
Suite 110
Las Vegas, NV 89146

The NTA accepts checks, cash, and money orders.

Office hours are 8:00 a.m. to 5:00 p.m. Monday through Friday, excluding holidays. Please contact us if you have any questions or need additional assistance.

Southern Nevada:

Telephone..... **702 486-3303**
General information..... Extension 400
Tariff information Extension 410 or 402
Fax number: 702 486-2590

Northern Nevada:

Telephone: **775 688-2800**
Fax number: 775 688-2802

OATH

STATE OF _____)

COUNTY OF _____)

I, _____, being duly sworn, state that I file this application as (indicate relationship to applicant, i.e. owner, title as officer, etc.) _____; that, in such capacity, I am qualified and authorized to file and verify such application; that I have carefully examined all the statements and matters contained in the application; and that all such statements made and matters set forth therein are true and correct to the best of my knowledge, information, and belief. Affiant further states that the application is made in good faith, and presents evidence in support of said application on every particular requested by the Nevada Transportation Authority.

Signature of Affiant

Subscribed and sworn to before me on this

_____ day of _____, 20_____.

Notary Public

Signature of Attorney, if any

Therefore, the joint applicants request the Nevada Transportation Authority enter its order granting the Certificate transfer.

Dated the _____ day of _____, 20 ____.

Signature of Seller

Signature of Buyer

Name of Seller (print or type)

Name of Buyer (print or type)

Physical Address

Physical Address

Mailing Address

Mailing Address

City, State, Zip

City, State, Zip

Phone

Fax

Phone

Fax

Applicants' Attorney (if any)

Signature of Attorney

Name of Attorney (print or type)

Address

City, State, Zip

Phone

Fax

OATH OF SELLER

STATE OF _____)
) SS
COUNTY OF _____)

_____, being duly sworn, state that I file this application as (indicate relationship to seller, that is, owner or proprietor, title as officer of applicant corporation or association, partner of applicant partnership or other authorized representative of applicant) _____; that in such capacity I am qualified and authorized to file and verify such application; that I have carefully examined all the statements and matters contained in the application; and that all such statements made and matters set forth therein are true and correct to the best of my knowledge, information and belief. Affiant further states the application is made in good faith and presents evidence in support of said application on every particular requested by the Nevada Transportation Authority.

Signature of Affiant

Subscribed and sworn to before me, a
Notary Public, in and for the state and
county above named, this _____ day of
_____, 20_____.

Notary Public (Seal)

OATH OF BUYER

STATE OF _____)
) SS
COUNTY OF _____)

_____, being duly sworn, state that I file this application as (indicate relationship to buyer, that is, owner or proprietor, title as officer of applicant corporation or association, partner of applicant partnership or other authorized representative of applicant) _____; that in such capacity I am qualified and authorized to file and verify such application; that I have carefully examined all the statements and matters contained in the application; and that all such statements made and matters set forth therein are true and correct to the best of my knowledge, information and belief. Affiant further states the application is made in good faith and presents evidence in support of said application on every particular requested by the Nevada Transportation Authority.

Signature of Affiant

Subscribed and sworn to before me, a
Notary Public, in and for the state and
county above named, this _____ day of
_____, 20_____.

Notary Public (Seal)

LETTER TO ALL APPLICANTS FOR A CERTIFICATE TO OPERATE TOW CAR

To: All applicants for a certificate to operate tow car,

The Nevada Administrative Code (NAC) Chapter 706 relates to the regulation and licensing of motor carriers regulated by the Nevada Transportation Authority (“NTA”). It is essential for you to understand and comply with selected statutes and regulations in order to successfully obtain a Certificate of Public Convenience and Necessity from the NTA.

To ensure that you understand the regulations governing the transportation industry, you will need to reference Nevada Revised Statutes (NRS) 706 and Nevada Administrative Code (NAC) 706. All Nevada Statutes and Regulations are available on the Legislative website at www.leg.state.nv.us. For your convenience, direct links to NRS 706 and NAC 706 are available on the NTA website homepage at the “Statutes and Regulations” tab. You may also obtain a copy of the relevant sections from the NTA for a nominal cost.

NAC 706.1376(2) lists the required contents for applications for a certificate to provide tow car service by tow car in the state of Nevada. **NAC 706.1376(3) states that if the Applicant does not cure any deficiency in the application within fifteen (15) working days after a request from the NTA, the NTA shall move that the application be dismissed.**

When your application is filed, it will be assigned a docket number, by which the NTA will reference your filings. Please refer to your docket number on any correspondence or conversations you have with our staff.

If you have any questions relating to the completion of this application, please call our Las Vegas office at (702) 486-3303 or our Reno office at (775) 688-2800. If you have specific questions that require a legal or detailed analysis, please contact an attorney.

Respectfully,

Marilyn Skibinski
Deputy Commissioner

ACKNOWLEDGEMENT OF RECEIPT AND
UNDERSTANDING OF LETTER TO APPLICANTS
FOR A CERTIFICATE TO OPERATE TOW CAR

To: The Nevada Transportation Authority,

I have read and understand the contents of the letter addressed to all applicants for a certificate to operate tow car, which was included in my application packet.

Signature

Printed Name

Date

**Checklist for attachments and exhibits for application for a
Certificate to provide tow car service by tow car
filed pursuant to NAC 706.1376**

- ☐ Attach completed cover page (1st page) of this application.
- ☐ Attach completed OATH pages.
- ☐ Attach completed ACKNOWLEDGMENT OF RECEIPT OF LETTER TO APPLICANTS FOR CERTIFICATE TO PROVIDE TOW CAR SERVICE BY TOW CAR.
- ☐ Attach this completed Checklist.
- ☐ Attach a copy of the current Certificate of Public Convenience and Necessity of the seller.
- ☐ Label and Tab EXHIBIT (a)
The type of service proposed, a general description of the service and a reference to the authority pursuant to which the service is to be performed.
- ☐ Label and Tab EXHIBIT (b)
The specific authority you are requesting and the statutory provision pursuant to which the certificate is requested.
- ☐ Label and Tab EXHIBIT (c)
A copy of a sample invoice that will be used by the applicant. The invoice must have imprinted thereon the procedures that a customer of the tow car may use to file a complaint against the operator to the tow car.
- ☐ Label and Tab EXHIBIT (d)
If the applicant will provide:
 1. Nonconsensual tows, a statement of the rates proposed to be charged and the rules governing service in the form of a tariff prepared pursuant to NAC 706.138 to 706.139, inclusive.
 2. Only towing services with the consent of the owner of the vehicle being towed, the title page of the tariff prepared in accordance with NAC 706.1385.
- ☐ Label and Tab EXHIBIT (e)
The type and number of units of equipment to be used in the proposed service and a statement as to which units of equipment are owned by the applicant, including photographs of the equipment to be used and copies of the registration and titles of those vehicles already owned by the applicant that will be used under its operation authority.
- ☐ Label and Tab as EXHIBIT (f)
A statement describing the facilities that will be used to provide the proposed service, including, without limitation, offices, terminals and impound yards.
- ☐ Label and Tab as EXHIBIT (g)
If the applicant is a corporation or a limited-liability company, a copy of its articles of incorporation or articles of organization, certified by the Secretary of State, and all

effective amendments thereto. If the corporation or limited liability company was incorporated or established in another state, the application must include:

1. A copy of the certificate issued by the office of the secretary of state authorizing the corporation or limited-liability company to transact its business in the State of Nevada: or
2. Its equivalent, as provided in NRS 80.120.

☐ Label and Tab as EXHIBIT (h)

If the applicant is a partnership, a copy of the partnership agreement and any amendments thereto.

☐ Label and Tab as EXHIBIT (i)

If the applicant is not a natural person, a list of all owners, including associated stock certificates, membership certificates or associated documents, along with the percentage of ownership interest of each partner, member or owner. If the applicant is a publicly traded corporation, the requirements of this paragraph may be satisfied by attaching to the application a copy of the Form 10-K or its equivalent filed with the Securities and Exchange Commission showing the controlling ownership, officers and directors of the corporation.

☐ Label and Tab as EXHIBIT (j)

If the applicant is operating under a fictitious name, a copy of the certificate filed pursuant to chapter 602 of NRS, if applicable.

☐ Label and Tab as EXHIBIT (k)

A sample of the dispatch log that will be used by the tow service.

☐ Label and Tab as EXHIBIT (l)

Evidence that the applicant can secure the insurance required by NAC 706.191.

☐ Label and Tab as EXHIBIT (m)

Additional information as is necessary for a full understanding of the application.

NOTE: Personal financial information that includes social security numbers, account numbers, etc., may be submitted with the application in a separate envelope (containing an original and nine copies) to ensure confidentiality.

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